



*Minutes*

*of*

*April 12, 2010  
Board Meeting*



Bobby Jindal  
Governor

## State of Louisiana

Louisiana State Board of Cosmetology  
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Michael-John Gaspard, Chairman  
Metairie LA

Lynn Glaze  
Pineville LA

Michael P. Horning  
Franklin LA

Sarah H. Kennison  
Lake Charles LA

Stephen Young  
Assistant Director

Frances K. Hand, Vice-Chairman  
Denham Springs LA

Taquilla Hamilton  
Harvey LA

Geneva L. Jones  
Benton LA

Carolyn L. Robicheaux  
Baldwin LA

### MINUTES OF BOARD MEETING APRIL 12, 2010 AT 9:00 A.M.

**CHAIRMAN OF THE BOARD:** Michael-John Gaspard Present

**VICE-CHAIRMAN:** Frances Hand Present

**BOARD MEMBERS:**

Lynn Glaze	Present
Taquilla Hamilton	Present
Michael Horning	Present
Geneva Jones	Present
Sarah Kennison	Present
Carolyn Robicheaux	Present

**STAFF:**

Assistant Director	Steve Young	Present
Administrative Program Specialist	Debry Blanchard	Present
Administrative Program Manager 2	Melonie Broussard	Present
Administrative Coordinator 2	Kathryn Simpson	Present

**BOARD ATTORNEY:**

Sheri Morris	Present
Celia Cangelosi	Absent
Mark Falcon	Absent

**COURT REPORTER:** Ellen Tanner Absent

**VIETNAMESE INTERPRETER:** Natalie Washington Absent

#### I. CALL TO ORDER

Chairman Gaspard called the meeting to order.

**II. WELCOME BOARD MEMBERS AND GUESTS**

Chairman Gaspard Hand welcomed the Board Members and their guests, Ron Jones, Theresa K. Rici, James Powell, Paul Pierson, Zonda Barnes, Kristin Anthony, Michelle Anthony, Cherea Crayton, Brandi S. Fee, Gajinder S. Dhaliwal, Janie Ponthieux, Michelle Hayes, Anna Hulin, Abraham Hamilton, and Jasmine Fischer.

**III. INVOCATION**

Taquilla Hamilton said the opening prayer.

**IV. ROLL CALL**

Eight Board Members were present, and there was a quorum.

**V. ACCEPTANCE OF THE AGENDA**

**Additions & Changes:**

**Resolution to grant Assistant Director/Acting Director the authority to approve hearing continuances. Lynn Glaze seconded, motion carried by unanimous voice vote.**

**Frances Hand made the motion to accept the April 12, 2010 Revised Board Meeting Agenda. Sarah Kennison seconded, motion carried by unanimous voice vote.**

**VI. DISPOSITION OF THE MARCH 1, 2010 BOARD MEETING MINUTES**

**Frances Hand made the motion to approve the March 1, 2010 minutes. Lynn Glaze seconded, motion carried by unanimous voice vote.**

**VII. CONSENT AGREEMENTS**

- A. Queen Nails:**
- B. Kevin Nguyen:**

- C. Top Nails:
- D. Lanh Duong:
  
- E. Magic Nails:
- F. Vu Bui:  
(Attachment A)

Taquilla Hamilton made the motion to approve the Consent Agreements. Geneva Jones seconded, motion carried by unanimous voice vote.

#### VIII. GUESTS

##### A. Schools:

1. My-Le's Beauty College  
School Name Change to My-Le's Beauty College, L.L.C.

Taquilla Hamilton made the motion to have the school send in a financial statement signed off by a CPA licensed in Louisiana. Michael Horning seconded, motion carried by unanimous voice vote.

2. Blue Cliff College  
Instructor Training Program  
Alexandria, Houma and Shreveport Campuses

Michael Horning made the motion to approve the instructor training program for Alexandria, Houma and Shreveport Campuses. Taquilla Hamilton seconded, motion carried by unanimous voice vote.

3. Blue Cliff College/Lafayette LA  
New School

Frances Hand made the motion to defer until the May 3, 2010 Board Meeting. The Board has requested some design changes. Michael Horning seconded, motion carried by unanimous voice vote.

4. **Virginia College  
New School, Baton Rouge**

**Frances Hand made the motion defer until the May 3, 2010 Board Meeting. Michael Horning seconded, motion carried by unanimous voice vote.**

5. **Academy Institute of Cosmetology (AIC)  
Alternative Hair Curriculum**

**Taquilla Hamilton made the motion to request a representative from the school be at the May 3, 2010 Board Meeting to answer questions, and for the curriculum to be retyped and clarified. Michael Horning seconded, motion carried by unanimous voice vote.**

- B. **Zonda Barnes:  
Make Up Art Course and School**

**This issue is deferred until the May 3, 2010 Board Meeting and will be addressed along with Alden Hall.**

- C. **LACS 40<sup>th</sup> Continuing Educational Seminar:**

**Agenda schedule has to be modified to increase by 1 hour and 15 minutes: Sunday 8:30 – 5:30, Monday 8:00 – 4:45.**

**Carolyn Robicheaux made the motion to approve the LACS Seminar with the revised hours. Michael Horning seconded, motion carried by unanimous voice vote.**

- D. **Michelle Anthony:  
Complaint-LaMaison**

**Taquilla Hamilton made the motion to remove this item from the agenda until cleared by the Board Attorney. Sarah Kennison seconded, motion carried by unanimous voice vote.**

**IX. UNFINISHED BUSINESS**

**A. Occupational License for Salons:**

Inspectors should make sure that an occupational license from the parish governing authority is posted.

**B. Booth Rental Licenses:**

Carolyn Robicheaux made the motion to defer until the May 3, 2010 Board Meeting. Michael Horning seconded, motion carried by unanimous voice vote.

**X. NEW BUSINESS**

**A. Louisiana Reciprocity Requirements:**

Frances Hand made the motion to exempt all out of state applicants from the national theory and practical exam if they provide proof of a passing score on the NIC National Theory Exam. If proof is provided, the applicant must take the state written exam only. Michael Horning seconded, motion carried by unanimous voice vote.

**B. Assistant Director's Report:**

Informational Reports:  
Fund Balance and Revenue Comparison Reports,  
(Attachment B)  
Inspector Revenue Expense Report,  
Cosmetology School Licensed in Louisiana for 2010.

Michael Horning made the motion to hire Gajinder Dhaliwal for the position of Accountant 3, starting date April 19, 2010. Frances Hand seconded, motion carried by unanimous voice vote.

Taquilla Hamilton made the motion to hire Jasmine Fischer as the Administrative Coordinator 2 based on Debry Blanchard and Steve Young's recommendations. Michael Horning seconded, motion carried by unanimous voice vote.

**C. Off Budget HR Services Proposal:**

Michael Horning made the motion to approve the Division of Administration HR Services proposal for \$25,000 annually. Carolyn Robicheaux seconded, motion carried by unanimous voice vote.

**D. NIC Annual Conference:**

August 28-30, 2010 - Seattle, Washington

This information was provided for Board Review and will be addressed at a later date.

**E. Proposed Legislation:**

Sheri Morris discussed the status of legislation affecting Cosmetology:

**HB 156- Sunset Law:** recreates certain entities transferred to or placed with the Office of the Governor. The bill has passed the Commerce Committee and the house floor; Senate is left.

**HB 302 – Boards and Commissions:** provides relative to disclosure of information concerning certain boards and commissions.

Representative Smiley's bill can affect the Board's Fund Balance.

**HB 1000 Student/Loans-Scholarship:** Permits, for purposes of certain skill or occupational training, use of the TOPS Opportunity, Performance, or Honors award at certain schools having a certificate of registration issued by the Board of Cosmetology and proprietary schools licensed by the Board of Regents

**HB 1028** – general cosmetology revisions, not yet scheduled for commerce committee.

**F. Review Student Information Package:**

**G. Updates to Examination Grade Sheet:**

Frances Hand made the motion to table until May 3, 2010 Board Meeting. Taquilla Hamilton seconded, motion carried by unanimous voice vote.

**H. 2010-2011 Budget:**

Michael Horning made the motion to accept the proposed budget. Taquilla Hamilton seconded, motion carried by unanimous voice vote.

**I. Celia Cangelosi Request for Continuance of Hearings Scheduled for May 3, 2010 to be rescheduled for July 12, 2010:**

Lai T. Nguyen	Docket No. 10-011
Future Nails	Docket No. 10-012
Princess Nails	Docket No. 10-013
Liem Nguyen	Docket No. 10-014
Luxury Nails	Docket No. 10-015
Steven Mai	Docket No. 10-016
Tam Pham	Docket No. 10-017
Just Hair Beauty Salon	Docket No. 10-018
Doris Church	Docket No. 10-019

Frances Hand made the motion to grant Assistant Director/Acting Director the authority to approve hearing continuances. Michael Horning seconded, motion carried by unanimous voice vote.

**J. Attorney's Report:**

The Board directed Sheri Morris to attend the next Barber Board Meeting to present the Attorney General's opinion relative to barbers performing manicuring services.

There was a discussion on the necessity for formal rules on monitoring a student's progress thru testing and licensure.

**XI. ADJOURN**

Michael Horning made the motion to adjourn. Geneva Jones seconded, motion carried by unanimous voice vote.



# Consent Agreements

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## **CONSENT AGREEMENTS**

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### **QUEEN NAILS**

**Tallulah LA**

**Operation of a waxing machine**

**One year probation**

**\$200 fine, \$350 Board costs, \$400 annual probation fee = \$950**

### **KEVIN NGUYEN**

**Tallulah LA**

**Operation of a waxing machine**

**One year probation**

**\$200 fine, \$350 Board costs, \$300 annual probation fee = \$850**

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### **TOP NAILS**

**Monroe LA**

**Unlicensed Individual working as manicurist**

**One year probation**

**\$200 fine, \$350 Board costs, \$400 annual probation fee = \$950**

### **LANH DUONG**

**Monroe LA**

**Unlicensed Individual working as manicurist**

**One year probation**

**\$200 fine, \$350 Board costs, \$300 annual probation fee = \$850**

## **CONSENT AGREEMENTS**

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**MAGIC NAILS**

**Rayville LA**

**Unlicensed Individual working as manicurist**

**One year probation**

**\$200 fine, \$350 Board costs, \$400 annual probation fee = \$950**

**VU BUI**

**Rayville LA**

**Unlicensed Individual working as manicurist**

**One year probation**

**\$200 fine, \$350 Board costs, \$300 annual probation fee = \$850**

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# Fund Balance

and

# Revenue Comparison Reports

April 12, 2010

LOUISIANA COSMETOLOGY BOARD  
CALCULATION OF FUND BALANCE BY MONTH  
JULY, 2009 THROUGH JUNE, 2010

DESCRIPTION	JUL 2009*	AUG 2009	SEPT 2009	OCT 2009	NOV 2009	DEC 2009	JAN 2010	FEB 2010
Revenue Received and Classified (per 2G15)	2,639,098	1,829,149	1,829,149	2,295,681	1,935,960	1,829,149	2,059,951	1,829,149
Less: Warrants Drawn (per 2G15)	(1,796,145)	(276,441)	(428,441)	(1,127,415)	(1,207,615)	(2,425,037)	(1,525,037)	(1,525,037)
Cash in MOF	842,953	1,552,708	1,400,708	1,168,266	728,345	(595,888)	534,914	304,112
Less: Encumbrances (per 2G15)	(115,942)	(173,066)	(154,146)	(126,846)	(110,419)	(80,540)	(90,816)	(122,237)
Plus: Operating Cash Balance (per 2G18)	56,324	16,443	32,288	531,103	5,091	1,495,828	465,058	332,534
Less: Accounts Payable (per 2G18)	(37,091)	(3,725)	(957)	(109,154)	(849)	(2,270)	(4,251)	(8,753)
Less: Retainage Payable (per 2G18)	0	0	0	0	0	0	0	0
Fund Balance	746,245	1,392,359	1,277,893	1,463,369	622,168	817,130	904,905	505,656

\* Includes both FY'09 & '10

**NOTE:** The fund balance does not include any receipts which were unclassified at the close of the month.

**REVENUE COMPARISON REPORT**  
**July 2008– February 2009 / July 2009 – February 2010**

Revenue Category	July 2008 – Feb. 2009	July 2009 – Feb. 2010	\$ Difference	% Difference
Individual License Renewals (Cosmetologist, Manicurist, Estheticians, Instructors)	\$695,098.58	\$699,107.84	+\$4,009.26	+00.58%
Initial License for Individuals (Cosmetology, Manicurists, Estheticians, Instructors)	\$20,810.00	\$22,450.00	+\$1,640.00	+07.88%
Renewals for Cosmetology Facilities (Salon/Schools/Boothrental, Manager)	\$230,824.82	\$218,060.00	-\$12,764.82	-05.85%
Initial Cosmetology Facility Licenses (Salon/Schools/Boothrental, Manager)	\$37,005.00	\$33,775.00	-\$3,230.00	-09.56%
Registrations	\$17,070.00	\$21,470.00	+\$4,400.00	+25.78%
Exam Fees	\$96,250.00	\$108,750.00	+\$12,500.00	+12.99%
Violations/Fines	\$38,678.25	\$61,490.00	+\$22,811.75	+58.98%
Miscellaneous Fees (Refunds, NSF's, Lists of Licenses)	\$17,752.85	\$13,661.45	-\$4,091.40	-29.95%
<b>TOTALS</b>	\$1,153,489.50	\$1,178,764.29	+\$25,274.79	+02.19%

**REVENUE COMPARISON REPORT**  
**February 2009 / February 2010**

Revenue Category	February 2009	February 2010	\$ Difference	% Difference
Individual License Renewals (Cosmetologist, Manicurist, Estheticians, Instructors)	\$86,471.99	\$116,113.10	+\$29,641.11	+34.28%
Initial License for Individuals (Cosmetology, Manicurists, Estheticians, Instructors)	\$2,075.00	\$2,750.00	+\$675.00	+32.53%
Renewals for Cosmetology Facilities (Salon/Schools/Boothrental, Manager)	\$51,515.00	\$72,095.00	+\$20,580.00	+39.95%
Initial Cosmetology Facility Licenses (Salon/Schools/Boothrental, Manager)	\$7,815.00	\$5,930.00	-\$1,885.00	-31.79%
Registrations	\$1,405.00	\$3,030.00	+\$1,625.00	+115.66%
Exam Fees	\$11,175.00	\$12,975.00	+\$1,800.00	+16.11%
Violations/Fines	\$1,200.00	\$17,575.00	+\$16,375.00	+1,364.58%
Miscellaneous Fees (Refunds, NSF's, Lists of Licenses)	\$3,247.45	\$3,740.00	+\$492.55	+15.17%
<b>TOTALS</b>	\$164,904.44	\$234,208.10	+\$69,303.66	+42.03%